

MID-STATE TECHNICAL COLLEGE
DISTRICT BOARD MEETING MINUTES

Wisconsin Rapids Campus

November 15, 2021

A. CALL TO ORDER – Richard Merdan

The meeting was called to order at 5:18 p.m.

B. ROLL CALL

PRESENT: Betty Bruski Mallek, Craig Gerlach, Richard Merdan, Lynneia Miller, Charles Spargo, Are Vang, and Dr. Shelly Mondeik

EXCUSED: Kristin Crass, Scott Groholski, and Gordon Schalow

OTHERS: Brian Anderson, Greg Bruckbauer, Dr. Karen Brzezinski, Therese Combs, Dr. Bobbi Damrow, Dr. Beth Ellie, John Eric Hoffmann, Dr. Mandy Lang, Brad Russell, Amber Stancher, Jill Steckbauer, Dr. Deb Stencil, Angie Susa, Brenda Swan, and Mike Vilcinskas

C. OPEN MEETING CERTIFICATION – Richard Merdan

The meeting notice was verified; stating that this meeting of the Mid-State Technical College District Board was announced to the public in an attempt to keep the citizens of the district aware of the date, time and place of the meeting.

D. OPEN FORUM – Richard Merdan

The meeting was opened for comments from the audience. No one wished to address the Board.

E. APPROVAL OF MINUTES

Motion by Mr. Spargo, seconded by Mr. Gerlach, upon a voice vote, unanimously approved minutes from the board meeting held October 18, 2021 as presented.

F. CONSENT AGENDA

Motion by Ms. Bruski Mallek, seconded by Mr. Spargo, upon a roll call vote, unanimously approved the following consent agenda items:

1. The district's bills for the month of October 2021 were presented in Exhibit B. These bills totaled \$1,520,952.02 of which \$985,708.08 represents operational expenditures and \$535,243.94 represents capital expenditures. The district's payroll for the month of October totaled \$1,517,296.96 plus \$6,497.58 for travel and miscellaneous reimbursements and \$691,264.69 in fringe benefits. The district's bills and payroll totaled \$3,736,011.25.

2. Entered into the following contracted service agreements:

<u>Agreement #</u>	<u>Contracted Service:</u>	<u>Amount</u>
146719	Train the Trainer Confined Space	\$ 1,390.00
146720	Forklift Certification	\$ 325.00
146721	BLS – Basic Life Support Provider	\$ 2,710.00
146722	Intro to AutoCAD	\$ 4,930.00
146723	Forklift Training Train the Trainer	\$ 1,590.00

3. Approved the following procurement(s) for goods and services:

<u>Amount</u>	<u>Company</u>	<u>College Division/Dept.</u>
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There were no procurements which require board approval.

G. CHAIRPERSON'S REPORT – Richard Merdan

1. Board members were welcomed to the meeting. Ms. Crass, Mr. Groholski and Mr. Schalow asked to be excused.
2. The Legal Issues Seminar and Fall Boards Association meeting was held virtually October 28-29. Ms. Bruski Mallek, Ms. Crass, and Mr. Merdan attended along with college staff. Those attended commented on sessions and presentations.
3. The ACCT Legislative Summit will be held February 6-9, 2022 in Washington D.C. Capital visits are being scheduled virtually. Those interested in attending should contact Ms. Susa for arrangements.
4. Future meeting dates (times unless otherwise announced):

MONTHLY MEETING	Committee-of-the-Whole: 5:00 p.m.
Monday, December 20, 2021	Board Meeting: following Committee-
Wisconsin Rapids Campus	of-the-Whole

H. FOUNDATION REPORT – Jill Steckbauer

1. Ms. Steckbauer highlighted the Foundation's Annual Impact Report which included 62% of employees contributing to the Foundation last year and 439 scholarships being provided to students.
2. Foundation event planning is underway. Golf and Trap events are in the works. Strategic Planning continues as well.
3. Student scholarship recipient Therese Combs provided her story and perspective as a student receiving support from the Foundation. Her story will be included in the annual appeal.

I. PRESIDENT'S REPORT – Dr. Shelly Mondeik

1. Dr. Mondeik highlighted recent events on campus. Graduation will be held outdoors December 11 at the Wisconsin Rapids Campus.
2. Dr. Mondeik recently provided the Keynote Address during the annual WWHEL Conference. Her message to over 200 attendees provided hope and support.
3. WTCS Presidents Association reviewed the System Wide Equity Report, COVID protocol and marketing consortium initiatives.

I. COMMITTEE REPORTS

1. FINANCE & INFRASTRUCTURE COMMITTEE – Charles Spargo
 - a. TREASURER'S REPORT: No questions or concerns resulted from review of the Treasurer's Report.
 - b. 2020-21 AUDITED FINANCIAL STATEMENTS: Brian Anderson of Wipfli LLP presented the Audited Financial Statements for the fiscal year ending June 30, 2021. An unmodified opinion was presented. No issues with internal controls were found.

Motion by Mr. Spargo, seconded by Ms. Miller, upon a roll call vote, unanimously approved the 2020-2021 Audited Financial Statements as presented.

- c. NEW STUDENT ACCOUNT CREATION PROCESS: Mid-State's new student account creation process was highlighted. The new process is live and aligns with business processes across the IT industry.
- d. FINANCE IMPLICATIONS FOR TOPICS IN OTHER COMMITTEES: No topics discussed.

2. ACADEMIC & STUDENT SERVICES COMMITTEE – Betty Bruski Mallek

- a. ACADEMIC PROGRAMMING: An update on academic programming was provided specific to the Tool and Die Apprenticeship Program. The four year program (10,400 hours of on the job training and 576 hours of paid instruction) has been supported by area employers and aligns with existing college programming.

Motion by Ms. Bruski Mallek, seconded by Mr. Gerlach, upon a roll call vote, unanimously approved the Tool and Die Apprenticeship Program.

- b. ACCREDITATION UPDATES: An update on Mid-State's Accreditation Sustainability Plan was provided. A supplemental dashboard was created to provide additional data points to the Board. Accreditation updates will be provided twice annually going forward. The next Higher Learning Commission visit is scheduled in 2024-2025. Accreditation Talk will continue to be offered to faculty and staff as ongoing informational pieces.

3. HUMAN RESOURCES & EXTERNAL RELATIONS COMMITTEE – Lynneia Miller

- a. STAFF ENGAGEMENT: Recent staff engagement opportunities were highlighted. Photos from the staff Halloween costume contest were shared and Board members were invited to participate in the Thanksgiving luncheon at a campus near them.
- b. ANNUAL BENEFITS RENEWAL: Annual insurance renewals will be updated in January 2022. No premium increases or plan design changes will be implemented.

J. COMMITTEE-OF-THE-WHOLE

- 1. MANUFACTURING CENTER CAMPAIGN UPDATE: An update on Mid-State's Advanced Manufacturing, Engineering Technology and Apprenticeship Center campaign was provided. The total raised is over \$5.6 million with two large grants yet to be announced. Either internal campaigns were highlighted and the project timeline was also shared.

K. DISCUSSION & ACTION

ADULT EDUCATION EFFORTS AND ACCOLADES: An update on Mid-State's Adult Education programming was provided. Highlights on services provided, grants received and outcomes were provided. Innovation during COVID was also highlighted.

L. CLOSED SESSION – Richard Merdan

The Board entertained a motion to convene to closed session, pursuant to s. 19.85 (1)(c) Wisconsin Statutes, to discuss the President's evaluation.

Motion by Mr. Spargo, seconded by Ms. Bruski Mallek, upon a roll call vote, unanimously approved moving to closed session as announced by Mr. Merdan. Closed session began at 6:51 p.m.

There being no further business of the Board in closed session, motion by Mr. Spargo, seconded by Ms. Vang, upon a roll call vote, unanimously approved moving to open session at 7:50 p.m.

M. ADJOURNMENT – Richard Merdan

The Board reconvened in open session and stated the Board discussed the presidents evaluation process and evaluation tool to be used going forward. A process was finalized for FY22 and the evaluation will be moved to October 2022.

There being no further action or business of the Board, the meeting adjourned at 7:52 p.m. with a motion by Ms. Vang, seconded by Ms. Miller, upon a voice vote.

Lynneia Miller, Secretary
Mid-State Technical College Board

Angela R. Susa
Recording Secretary